# BY ORDER OF THE COMMANDER 30TH SPACE WING

# 30TH SPACE WING INSTRUCTION 23-103 30 SEPTEMBER 1998

Supply



CONTROL OF LGM-30 MISSILE GUIDANCE SETS D-37 COMPUTERS, AND LG-118 MISSILE GUIDANCE COMPUTERS

## COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: 30 SUPF/LGSPP (Mr. Don. Hornick)

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This instruction assigns responsibilities and establishes standard policies and procedures for receipt, issue or shipment of LGM-30 Missile Guidance Sets (MGS), D-37 Computers, LG-118 Missile Guidance Computers (MGC) and substitutes. It applies to all organizations involved with the receipt, storage, issue and transportation of MGSs, D-37s and MGCs.

#### SUMMARY OF REVISIONS

The revision of this publication is to meet the format standards required by the Air Force. No content material has changed. Some required format changes has been made to allow for the conversion process.

## 1. Responsibilities:

## 1.1. The 30th Logistics Support Squadron (30 LSS/LGSMC):

- 1.1.1. Is the MGS Control Agency for Vandenberg AFB.
- 1.1.2. Appoints a primary and alternate Serialized Control Asset Reporting System (SCARS) monitors.
- 1.2. The 30th Transportation Squadron (30 TRNS/LGTT) provides shipping and receiving support for MGSs, D-37s, and MGCs.
- 1.3. The 30th Space Wing Command Post (30 SW/CP) provides notification to after hours support personnel.
- 1.4. The 576th Flight Test Squadron (576 FLTS/TMSI/TMGP) is the end item user.

#### 2. Procedures:

- 2.1. LGM-30 MGSs, D-37 Computers and LG-118 MGCs are in short supply; keep only the number for repair or turnaround on hand.
- 2.2. The primary Serialized Control and Reporting System (SCARS) monitor contacts Ogden ALC MGS/MGC control officer by telephone or message with all status changes (for example; serial number, document number and type of transaction).
- 2.3. Primary SCARS monitor will ensure serial numbers and transaction data are entered on all shipments, location changes and reports (security classification and condition of status).
- 2.4. Use DD Form 1348-1A for all serviceable MGS, D-37 and MGC movement. Ogden ALC stocks MGSs that are shipped based on scheduled missile testing.

# 3. Receipt/Shipment:

## 3.1. Transportation:

- 3.1.1. Receipt:
  - 3.1.1.1. During duty hours (0715-1700), Monday through Friday, except for holidays, the Surface Freight Section contacts Receiving Section, 6-5055, for pick-up of MGSs, D-37s and MGCs.
  - 3.1.1.2. Other than normal duty hours and holidays, contact the Command Post, 6-9961/62. Command Post will notify the appropriate standby individual.
  - 3.1.1.3. A Surface Freight representative needs to be present for after-hours and holiday receipt of MGSs and MGCs. Receipt for all MGSs and MGCs at Surface Freight, building 5500, Bay B.

## 3.2. Shipments:

- 3.2.1. Supply notifies Transportation Management Office (TMO), Packing and Crating (P&C), when an item is to be shipped. The shipping document will have 3 books. P&C signs for the item on DD Form 1348-1A.
- 3.2.2. Use DD Form 1348-1A for shipment and routing.
- 3.2.3. Primary SCARS monitor obtains all required shipping information from TMO.

## 3.3. Classified Shipments:

- 3.3.1. Move under the Protective Security Service (PSS).
- 3.3.2. Maintain a DD Form 1907, Signature and Tally Record.
- 3.3.3. Have continuous attendance and surveillance by qualified courier representatives.
- **3.4.** Not Repairable This Station (NRTS): If the item is NRTS, the SCARS monitor will have the item shipped.

## 3.5. Supply Storage and Issue and Receiving Sections:

- 3.5.1. Store items equal to security classification.
- 3.5.2. Coordinate delivery with 576 FLTS/TMSI/TMGP through 576th FLTS/TMOM.
- 3.5.3. Two cleared supply drivers go with the item to 576 FLTS/TMSI/TMGP.

**4. Status Condition Changes.** SCARS monitor will report all status changes and furnish asset condition, including serial number, document number and type of transaction, by telephone to Ogden ALC, during duty hours only.

PAUL W. CURTIS, Colonel, USAF Commander, 30th Logistics Group